

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date: 22/02/23		Prepared by: Kalpana		Serial no. 14972	
Supplier name: Vivid world				HO inward no.	
Firm/Company: NRPLP		Project: HO		HO received date	
PO/WO date: 21/02/23		PO/WO No. 97359		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2553	13/02/23	225/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 225/-

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 117688	Proof of delivery matches MRN ☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 225/-

Amount E – PO / WO value: 225/-

Amount F – Difference (A – E):

Quantity received as per PO / WO ☒ Yes ☐ Excess received ☐ Short received ☐ Part received

Close PO / WO ☐ Yes ☐ No – wait for balance material ☐ Other

Payment – due date: 27/02/23

Remarks: final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kalpana				
Sign:	<i>[Signature]</i>				
Date	22/02/23				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Purchase Order

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21-02-2023 13:24:22

From Company : **Modi Realty Pocharam LLP**

5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500

G S T No. : 36ABIFM1836H1Z7



97359

08.02.23 3:48:30

Supplier Details

Vivid World

204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No

97359

203252

Doc Date

21-02-2023

Quote No

NIL

Quote Date

13-02-2023

SupplyType

Supply

Kind Attn : Mr. Vishal

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 244200 - COMP-Peripherals - Laser Toner-Refilling-HP - 12A - Nos	1.00	225.00	0.00	0.00	225.00
Total Order Value . . .					225.00
Rupees : Two Hundred Twenty Five Only.					

Terms and Conditions :-**Specification / Brand** As per details given in the quotation**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Same Day**Delivery Location** Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

Penalty For Delay Nil**Transportation Cost** Included in the above price.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right items not conforming to quality and specifications. Above order for head office work Purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks** Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.For **Modi Realty Pocharam LLP**

Authorised Signatory

Name :

22/02/2023

Name :

Accepted the above Terms And Conditions

For **Vivid World**

Date : _/_/_